

**Intermediary Service Organizations
Meeting Agenda
Thursday- February 15, 2007**

I. Welcome/Introductions

II. Approval of Minutes

III. Overview/Discussion of Issues

- Program Monies/Effect on Member Eligibility (Alan)
- Tax Obligations (April and Alan)
- Workman's Compensation (April and Alan)
- Report on FI from Montana (Alan)
- Health Insurance for HBW (Alan)

IV. Other ISO Topics/Issues

V. Future Meeting Dates

VI. Responsibilities for Next Meeting

VII. Adjournment

Consumer Directed Care Intermediary Service Organizations Sub-Group

Date of Meeting: 2/15/2007

Minutes Prepared By: Pam McGarry

1. Purpose of Meeting

- Member Introductions
- Review and Approval of Minutes
- Discussion Topics
- Define Goals and Objectives for Sub-Group
- Identify Items Needing Further Research

2. Attendance at Meeting

Name	Company
Alan Schafer, Lead	AHCCCS LTC Manager
Theresa Harri	AHCCCS
Marina Whitmore	AHCCCS
Susan Murphy	Pinal/Gila Long Term Care
Janice Salm	Pinal/Gila Long Term Care
Francine Pechnik	EverCare
Joey Zepeda	SCAN
Pam McGarry	Pinal/Gila Long Term Care

Absent: Chuck Dow, Evercare; Margie Baker, Pima Health Systems; April Charpiot, Consumer; Mike Derryberry, Consumer

3. Meeting Notes, Decisions, Issues

- Alan stated the Fiscal Intermediary article by Susan Flanagan is a must read for all on this CDC subgroup and requests that handouts and reference materials be passed out at the meetings rather than e-mailed to participants. He passed out an article entitled "Methods Used by States to Price Vendor Fiscal/Employer Agent Services" and reviewed the different types of pricing methods PCs can use with the FIs.

Alan described DDs Independent Care Workers program. DD uses Public Partnerships to be the FI and Alan had information from them which was passed around for committee members to look at, along with a list of current FIs. Questions were asked about how Public Partnerships is able to support the more rural areas in the State: do they have offices statewide or is business conducted through a central location?

- This subgroup needs to develop service specifications for the FI. PCs can then decide how they will secure the FI and how they will develop the contract and pricing. Alan stated AHCCCS staff has researched FI service specifications and Julie Bubul has outlined what needs to be in policies and procedures. Pam will ask Julie for this information.

- The subgroup must also develop encounter information for the FI service. Service codes are needed that will allow the PC flexibility to develop rates based on the type of service. For instance, would need codes for the FI setup and ongoing service, Consumer Training, Caregiver Training, Enrolling the Worker, etc. Alan will research service code options.
- The group briefly discussed Workman's Comp issue and who would be responsible for this. April was looking into this. Alan stated health insurance would need to be addressed through legislative action. Also discussed Ball vs Beidess and the issue of contingency planning and back-up HBWs.
- Discussed pay rate for HBWs and how much flexibility CDC members will have, how to PCs build in COLA and performance raises, etc. Alan suggests PC look at rates and may want to set a minimum standard as well as develop a structure for routine increases due to longevity, acuity level, etc. ABIL uses acuity levels that affect pay rates and it may be helpful to look at how they do this.
- Alan still plans to meet with a group from Montana to obtain information about how these groups are structured and what their processes are.

4. Action Items

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Research tax obligations, effect of CDC participation on eligibility, Workman's Comp	Pat Spencer & April Charpoit	3/20/2007	In Progress
Meet with and obtain information from the Montana FI	Alan Schafer & Pat Spencer	3/20/2007	In Progress
Research codes options for CDC/FI	Frank Martinez AHCCCS	3/20/2007	In Progress
Obtain information about service specifications and policy/procedure outline for PCs	Pam McGarry AHCCCS	3/20/2007	In Progress

5. Next Meeting

<i>Date:</i>	<i>Thursday, 3/20/2007</i>	<i>Time:</i>	<i>11:00 AM</i>	<i>Location:</i>	<i>AHCCCS Office, Phoenix</i>
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